



**CITY OF FITCHBURG
RECREATION DEPARTMENT**

Nathan LaRose, Recreation Director
Beth Robbins, Administrative Assistant

Board of Park Commissioners
Jon Ricciutti, Chairman
James McGrath, Vice Chairman
Dave Madigan
Andy Roy
Mary Whitney

Board of Park Commissioners Meeting
Date: Tuesday, January 5, 2016
Location: Memorial Middle School

Call to Order:

The January 5, 2016 meeting was called to order at 5:30 PM by Jon Ricciutti.

Commission Members Present: Chairman Jon Ricciutti, Dave Madigan, James McGrath, and Mary Whitney

Others Present: Nate LaRose and Gary Withington

Absent: Andy Roy

Meeting opened with the Pledge of Allegiance led by Commissioner Mary Whitney.

Minutes of the Meeting:

A Motion was made by Mary Whitney and seconded by Dave Madigan to accept the December 1, 2015 minutes. Motion Approved 4-0

Reports:

Friends of Coggshall Report: No Report

Community Development Report: No Report

Riverfront Parks and Trails Fund Report: No Report

Parks Maintenance Report: **See Attached**

Report made by Gary Withington.

A motion was made by Dave Madigan and seconded by Mary Whitney to accept the Motion to except the parks maintenance report. Approved 4-0

Recreation Report (See attached)

Report made by Nathan LaRose:

A discussion was held on the need for a review on the current flag policy for Heritage Park and for holiday displays on park land. There may be a case from Syracuse, NY that could concern any future policy.

A motion was made by Mary Whitney and Seconded by Dave Madigan to accept the Recreation Report. Approved 4-0



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Board of Park Commissioners Meeting
January 5th, 2016
5:30PM

Memorial School Cafeteria
615 Rollstone Street
Fitchburg, MA 01420

Revised Agenda, 12/31/2015

Pledge of Allegiance

Minutes: December 1, 2015 Meeting

Department Reports:

- Community Development Report
- Friends of Coggshall Update
- Riverfront Parks & Trails Fund Update
- Parks Maintenance Report
- Recreation Director's Report

Old Business:

- Discussion about the status of the CDBG application.
- Confirmatory Vote on Amended Lease for Landry and Dismissal of Litigation.

New Business:

None at this time.

Community Issues

PARKS REPORT 1/5/16

Picked up trash in Parks

Vacuumed leaves in parks

Plowed city streets and parks due to 3" of sleet and ice

Repaired broken gate at Coggshall Park

Picked up trash on Kinsman Road, Gibson Road, West Street, Alpine Road, Franklin Street, Westminster Hill Road, couch on Cleghorn Street, mattress on Leighton Street

Picked up leaves at Police Station

Removed benches at Monument Park

Cleaned leaves from store fronts and Old City Hall on Main Street

Spread Stone Dust on top of dam at Coggshall Park

Attended chain saw training

Picked up ice melt from Saborin Hardware

Picked up and delivered piano to Putnam Place

Removed graffiti from Citrino Bridge

Set up nativity scene on Upper Common

Picked up 20' boat on Fifth Mass Pike

Fixed soap dispenser at Ladies Room at Coggshall Park

Put up garland on light poles along Main Street



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Recreation Director's Report: 1.5.2015

Office Administration:

- Bi-Weekly Payroll is still being submitted by DPW Clerk Mary Jane. Recreation Director will begin to receive training from the auditing office starting tomorrow.
- In the process of scheduling the winter festival tentatively scheduled for January 30th. Beers for Good has partnered with the recreation department to provide craft beer. All proceeds would benefit youth recreation programming. At this time I am reviewing a potential conflict.
- Begun work on crafting a community survey on desired recreational programming for the spring/summer season.
- Met with the Police Athletic League President to discuss potential partnerships moving forward. PAL may be participating in the Winter Festival and are interested in creating a joint venture Youth Flag Football League. Currently in the process of reviewing other local flag football leagues and any potential insurance issues.

Biddy League & Adult Basketball:

- Week three of Biddy League games. No major problems or concerns to report.